

***NATIONAL WEATHER SERVICE POLICY DIRECTIVE 50-11
SEPTEMBER 6, 2002***

***Safety and Environmental
OCCUPATIONAL SAFETY AND HEALTH***

NOTICE: This publication is available at: <http://www.nws.noaa.gov/directives/>.

OPR: OPS1 (M. Paese, Acting)

Certified by: OPS (J. McNulty)

Type of Issuance: Initial.

SUMMARY OF REVISIONS: This directive supercedes WSOM Chapter A-45, Issuance 00-11, dated November 13, 2000.

1. This policy directive defines the National Weather Service (NWS) Occupational Safety and Health program. This policy complies with Executive Order 12196 (Occupational Safety and Health Programs for Federal Employees), Department of Commerce (DOC) Administrative Order 209-4 (Occupational Safety and Health Program), sections 6 and 19 of the Occupational Safety and Health (OSH) Act of 1970, and National Oceanic and Atmospheric Administration (NOAA) safety rules and directives.
2. The objective of this policy is to ensure a safe and healthful work environment for all NWS employees and contractors.
3. This directive establishes the following authorities and responsibilities:
 - 3.1 The Assistant Administrator (AA) for Weather Services is responsible for ensuring implementation of Occupational Safety and Health policy and procedures NWS-wide.
 - 3.2 The NWS safety officer is the principal advisor to the AA on safety and health issues and is responsible for development, implementation, and administration of the NWS Safety and Health program. The NWS safety officer develops and implements the NWS Safety and Health program. The program, as a minimum, includes: establishing procedures and directives outlining specific requirements, guidelines, and personnel responsibilities for safety and health compliance; determining training requirements; planning and coordinating training courses; ensuring regional/center/office directors are aware of their responsibilities; ensuring the NWS Safety and Health program is implemented and evaluated on an annual basis; incorporating safety and health compliance requirements into operational procedures; disseminating technical information and providing technical guidelines, lessons learned, and other assistance as appropriate; and interacting with NOAA safety and health compliance personnel, as required.

3.3 Regional Directors, National Centers for Environmental Prediction (NCEP) Director, and NWS Headquarters Office Directors have overall responsibility for implementation of the NWS Safety and Health program within their organization and are responsible for: ensuring safety and health directives and procedures are established, implemented and maintained; ensuring personnel understand and carry out safety and health responsibilities; and designating a safety officer and providing leadership and support to the safety and health program.

3.4 Regional and NCEP safety officers will: ensure NWS Occupational Safety and Health procedures are implemented at field offices and NCEP-wide; develop and disseminate regional/NCEP specific directives and guidelines, as necessary; plan and coordinate training of personnel; maintain an up-to-date list of subordinate organization safety focal points; provide technical advice and assistance; and maintain and distribute DOC, NOAA, and NWS safety and health policies, procedures, and directives.

3.5 Meteorologists-in-Charge (MIC), Hydrologists-in-Charge (HIC), Officials-in-Charge (OIC), and NCEP Center Directors are responsible for day-to-day implementation of the NWS Safety and Health program and: ensuring staff, facilities and operations comply with NWS safety and health procedures, NOAA directives and applicable Federal, state, and local requirements; ensuring site-specific safety and health procedures are developed, as necessary, and implemented; designating safety focal points and providing support; ensuring employees with assigned safety roles understand and carry out their responsibilities; and ensuring all site personnel are aware of safety and health requirements and are properly trained.

3.6 Safety focal points: assist with day-to-day implementation of the NWS Safety and Health program; assist with development, implementation and maintenance of safety and health procedures; plan and coordinate the safety and health training of site personnel; and promote safety and health awareness among site personnel.

3.7 NWS employees with assigned safety and health responsibilities will have a statement included in their personal performance plans addressing these responsibilities.

3.8 All employees will comply with NWS safety and health policy and procedures and report safety and health hazards to their immediate supervisor and designated safety focal point.

4. Compliance with this policy will be measured by tracking the number of occupational incidents and safety compliance findings. The goal is zero findings.

5. This policy directive is supported by the references listed in Attachment 1.

<u>Signed</u>	<u>September 6, 2002</u>
John J. Kelly, Jr.	Date
Assistant Administrator	
For Weather Services	

Attachment 1

REFERENCES

NWS Manual NWSM 50-1115, Occupational Safety and Health.

OSH Act of 1970, Public Law 91-596, 91st Congress, S.2193, December 29, 1970.

Executive Order 12196, Occupational Safety and Health Programs for Federal Employees, February 1980.

U.S. DOC Administrative Order 209-4, Occupational Safety and Health Program, November 1989.

Title 29, Code of Federal Regulations, Part 1960, Basic Program Elements for Federal Employees, July 1995.

U.S. Department of Commerce, Occupational Safety and Health Manual, July 1997.

Office of Management and Budget Circular A-11, Preparation and Submission of Budget Estimates, July 1998.